

FREQUENTLY ASKED QUESTIONS

CAPTAIN'S CAREER COURSE

1) WHY IS MY REPORT DATE 10 DAYS BEFORE THE CLASS START DATE?

The Lieutenants Branch Manager assigns this report date for all Active Army Officers to allow time to get housing and take care of all other in processing events. Missing class once the course starts will be granted on a case by case basis. You are authorized to report as early as your unit will allow.

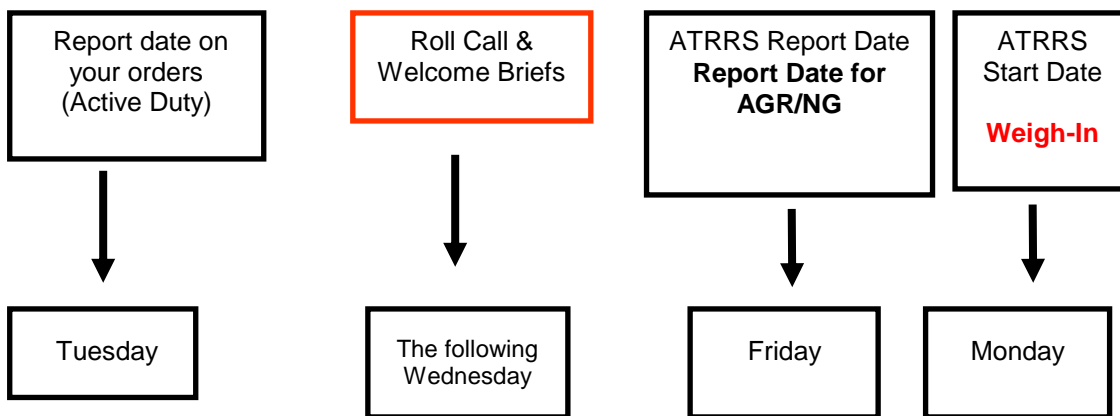
2) CAN I BE GRANTED AN EXCEPTION TO THE 10 DAYS LISTED ABOVE?

Not typically. The only person who can authorize a late report is the Battalion Commander. This will be done on a case by case basis.

3) WHEN ARE THE IN BRIEFS/WEIGH-INS/APFT?

We execute the Roll Call and Welcome Briefs the Wednesday prior to the ATRRS report date. That afternoon, you will be divided into your small groups based on past military experience. We will have the initial weigh-in on Monday and the APFT on Tuesday. See Timeline below: ATRRS Report Date: Friday; ATRRS Start Date: Monday

Example ECCC Timeline



*Timeline subject to change at any time!

Note: AGR/NG If your state will allow you to report the Wednesday before the ATRRS report date, then we will include you in the orientation week. Otherwise you play catch up while the other students start classes on Monday.

4) WHEN DO WE ACTUALLY START THE COURSE?

We start a regular schedule on the Wednesday prior to the ATRRS report date. These days are geared to an overall orientation (welcome briefs, library tours, etc.). All of the academic courses start on the actual ATRRS start date, which is typically the following Monday.

5) I WANT TO LIVE OFF POST. IS THERE A POC WHO CAN GIVE OUT INFO FOR OFF POST HOUSING, RENTALS, ETC?

YES. Call the Housing Service Office at 573-596-0984 located in BLDG 470 room 1215 for specifics, or go to www.AHRN.com. Put in Fort Leonard Wood information

6) DOES UMR AND WEBSTERS GIVE AN INFORMATION BRIEFING?

YES. It usually takes place during orientation week. You can sign up before, during, or after this brief as long as you are enrolled before night classes begin. You can contact the **UMR POC (573.329.2707)** and/or the **Webster POC (573.329.6777)** for details. It is highly encouraged to contact these POCs prior to arrival at Fort Leonard Wood to begin a pre-registration process. Acquiring transcripts by coordinating with your undergrad university can help expedite the application process. Please keep in mind that all officers will not qualify for enrollment for certain areas of study - A student holding a non-Engineering BS degree may not be able to pursue an Engineering MS degree.

7) DO WE START OUR GRADUATE CLASSES DURING/AFTER THE COURSE?

You will take night classes during the course and be placed in a permissive TDY status following the course to complete your degree. Remember the Captain's Career Course comes first, graduate classes second. If you fail to meet the academic standard in the Captain's Career Course, you will lose your grad school privileges and be pulled from the program.

8) WHAT IS THE ADDED COMMITMENT FOR ACCEPTING THE GRADUATE DEGREE?

Roughly one year. AR 350-100 governs active duty service obligations (ADSO) stating a 3:1 ratio for cooperative degree participation. This means that for every one day spent in a graduate degree class, you will owe 3 days of service to the Army. MS&T lasts approximately 16 weeks, which equates to roughly a one year ADSO. This ADSO runs concurrent with any other additional duty service obligation you take or incur following your original service obligation (i.e. military incentive pay ADSO, tuition assistance, PCS). If you have not met your original service obligation, the cooperative degree program ADSO runs consecutive to your current obligated timeline.

9) WHAT ROAD GUARD VEST DO WE WEAR AT FORT LEONARD WOOD?

We have company vests that will be issued out in the small groups. All vests are red and white, with a C/554th nametape sewn on.

10) I'M COMING FROM OVERSEAS AND SHIPPING MY POV. WHERE WILL IT ARRIVE AND WHAT IS THE EASIEST WAY TO GET A RENTAL CAR?

Your POV will arrive at Pontoon Beach, located about 10 minutes east of St. Louis off of I-70. You can fly directly into Forney Field (located on FLW) and rent a car. Please call ahead to reserve a car before you get your tickets. Some rental agencies will allow you to drop off the vehicle in St. Louis. Pontoon Beach is a short cab ride from St. Louis or bring a friend when your car arrives to help pickup/drop off the rental. See Airport Info link on your webpage.

11) CAN I TAKE PERMISSIVE TDY WHEN I ARRIVE TO FLW?

YES. However, keep in mind that your report date (for Active Duty) is 10 days prior to the start day – this essentially serves as your PTDY. We will NOT assign you any duties - that time is yours to get settled and inprocess FLW. If it makes you more comfortable, have your current battalion commander authorize PTDY on your PCS leave form. If an O-5 or higher doesn't authorize the PTDY, finance WILL take those leave days from you.

12) WHAT UNIFORMS DO I NEED TO BRING?

ACU (daily uniform), Dress Blues (A/C Reception), *Complete* PT Uniform (for daily PT/APFT). The Engineer School patch and the 554th Engineer Battalion crests are worn by officers in a PCS status to Fort Leonard Wood. Reserve Component officers continue to wear their unit patch. Wet weather gear and seasonal “snivel” gear is also recommended.

13) WHAT FUNCTIONS WILL I HAVE TO ATTEND DURING THE COURSE?

The Commandant will host a Class Mixer (ACU) and a formal Reception (Dress Blues/Mess Dress). Spouses are encouraged to attend these functions. Appropriate attire is necessary for the Reception.

14) WHEN DO WE MEET WITH THE BRANCH MANAGER ABOUT OUR FOLLOW ON ASSIGNMENT?

A representative from Engineer Branch will brief all active duty ENGINEER officers on their next duty assignments. Each officer will have the opportunity to conduct an individual interview with the Branch Manager, to including a review of your ORB and professional timeline. Follow on schools such as Airborne School, Sapper School, Ranger School, Battalion Motor Officer Course (BMOC), and the Mechanized Leader Course (MLC), are sometimes possible after graduation. If interested, please discuss your interests with the branch representative during the interview. *This visit typically takes place within the first 6-8 weeks of the ECCC.* In preparation for this visit, it is very important for you to visit the U.S. Army Human Resources Command Web page and complete the AIM (Assignment Interactive Module). This is also a mandatory part of in processing – it is in your best interest to be prepared for HRC's visit.

15) WHAT OTHER COURSES ARE AVAILABLE AFTER GRADUATION?

View the below listed web site for courses available. We have sent officers to the EOCA course, and we highly recommended more engineer officers to attend. Keep in mind that the branch manager is only authorized to schedule DA funded follow-on schools. On a case by case basis, 554th can support students for TDY expenses required by non-DA funded schools. Do all of your research up front so you can build all the schools into your timeline when the branch manager visits. <http://www.wood.army.mil/eschool/Schools.htm>

16) I AM USAR/ARNG. WHO IS MY RESERVE/NATIONAL GUARD REPRESENTATIVE?

The school has advisors for both USAR and ARNG officers. They may be able to help with specific questions. We recommend that you obtain a travel advance or a Government Charge Card **before** you depart your home station. Please contact your respective advisor at the below phone numbers.

ARNG ADVISOR DSN 676-8046, (573) 563-8046

USAR ADVISOR DSN 676-8045, (573) 563-8045

17) I AM NG/AGR. DO I NEED TO SUBMIT A MONTHLY CERTIFICATE OF PERFORMANCE TO MAKE SURE I GET PAID MONTHLY?

You must in-process post starting at BLDG 470, Room 2108 (See in & Out Processing link on website). From here you should be directed to the finance office (Room 1125) where they will run your SSN and determine if you are required to submit a monthly Certificate of Performance. Some officers will have to fulfill this requirement, others won't - but all AGR/NG must check with this finance office during in processing. We maintain blank copies at the company, so stop by at any time and we'll take care of the paperwork!

18) AGR/NG/TDY---MY UNIT WON'T AUTHORIZE A RENTAL CAR. WHAT DO I DO?

First, notify your orders issuing authority that classes are NOT within walking distance from your billeting, nor is government transportation provided. You can expect to drive between 5-10 miles from your on-post billets to get to class, further if availability is limited and you end up living off-post. Lastly, there is no dining facility co-located with billeting, so you will again need a means of transportation to get to and from dining facilities. If all else fails, have the orders issuing authority call the Commander (573.596.0800) for verbal/written justification.

19) AGR/NG/TDY---WHAT SHOULD I DO FOR TRANSPORTATION?

First, read the "Airport Info" link on the company website. If authorized by your orders issuing authority, schedule a rental car and all flights through Forney Field. Those students who have to drive in excess of 8 hours should try to fly FLW, or have your unit authorize additional travel days. In most cases, a student's "active duty for training" orders END the same day as graduation, which gives you about a half-day to execute your return travel. As a safety precaution, students should not be forced to drive excess distances just because of the constraints placed on them by the inclusive dates on their orders. Please, encourage authorization for an additional travel day(s), or seek authorization for airline tickets and a rental car. Again, if all else fails, have the orders issuing authority call the Commander (573.596.0800) for verbal/written justification.

20) AGR/NG---AM I SUPPOSED TO ATTEND THE 21 WEEK COURSE OR THE 2 WEEK COURSE?

If your component code in ATRRS is "GOA," then you are categorized as ARMY NATIONAL GUARD / OFFICER AGR. You are then required to attend the 21 week course of instruction. You can request a waiver to attend the 2-week course, BUT the National Guard Bureau has to approve such action (student must bring documentation).

21) IS THERE ANY FIELD TIME? DO I NEED TO BRING TA-50?

NO and NO. The Course is primarily classroom instruction. You will execute an overnight Staff Ride as well as several TEWT exercises, but there are no requirements for TA-50 gear.

22) IS THERE A READ AHEAD LIST?

There are no read-ahead requirements. For those who want to do some additional preparation, the most frequently used manuals are: FM 1-02, FM 5-0, FM 3-90, FM 3-90.3

23) WHAT AWARDS CAN I EARN WHILE IN THIS COURSE?

Commandant's Award: #1 in the class, based on leadership, academics, APFT score, team participation, Small Group Leader recommendation.

Assistant Commandant's Award: #2 in the class, based on leadership, academics, APFT score, team participation, Small Group Leader recommendation.

Society of American Military Engineers Award: Based on the highest academic average based solely on evaluations covering construction classes and Small Group Leader recommendations.

Thomas Jefferson Writing Excellence Award: Best overall Professional Article (Battle Analysis)

Physical Conditioning Award: Top score on the final APFT

Distinguished Graduate: This status is awarded to the top 20% of each class with the following criteria: 270 on APFT (90 points in each event), greater than 90.0% academic average, pass all exams on the first try, and receive cadre recommendation based on leadership and participation.

Combined Arms Tactics Award: Top Tactics Student

BG John Moulder Wilson Leadership Award: Best leadership potential, nominated by fellow classmates and SGLs.

24) WHAT IS THE UNIT MAILING ADDRESS?

Commander
C Company, 554th Engineer Battalion
ATTN: STUDENT NAME
741 Iowa Ave.
Fort Leonard Wood, MO 65473-8941

Please limit the amount of personal mail forwarded to FLW, as the 554th Engineer Battalion does not have a mailroom. Once you have secured personal quarters/living arrangements, you will need to submit a change of address card – using this mailing address for personal mail is only authorized while in transit. You can also get a post office box in advance by applying through your local military post office.

25) IS CHILD CARE AVAILABLE ON POST?

Childcare is available both on and off post. There are several programs including day care, hourly care, and care through a family care provider. The Child Development Center (CDC) is the on post facility, but I encourage you to call well in advance to get on the waiting list! The phone number for more information is 573.596.0197.

26) SHOULD I BRING A PERSONAL COMPUTER? PRINTER?

YES, if it's financially feasible. Multiple course requirements must be typed. The schoolhouse has computer facilities, but they are EXTREMELY limited. I highly encourage you to bring your personal computer. A personal printer will also save you time and hassle.

27) CAN I BRING A MOTORCYCLE?

YES. Motorcycle owners must register at the Provost Marshal Office (Building 1000) and provide a proof of completion for the Motorcycle Safety Foundation course. Registration and proof of safety course completion must be turned in to the company during in processing. There is also a FLW specific "Safety Agreement" document that must be signed. This document will also be processed during in processing.

28) DO I NEED MY FAMILY CARE PLAN?

If required, yes – you need one. Be prepared to produce a copy of your current plan upon arrival to FLW. As the situation requires, you'll need to be prepared to update necessary items. Since you are here for such a short period of time, we do have some flexibility – BUT, we must be prepared to produce the proper documents when asked for!

29) CAN I BRING A WEAPON?

YES. Weapons must be registered at the Provost Marshal Office (Building 1000) within 72 hours of your arrival at FLW. Privately owned weapons cannot be stored in the temporary billets, and must be turned in to the Battalion Arms Room, co-located with Charlie Company in Building 1702E. See policy Letter #8.

30) WHAT IS FORT LEONARD WOOD'S SICK CALL POLICY?

Upon arrival, you will be given a primary care provider through Tricare during inprocessing. All care providers are assigned to the GLWACH and are found in 3 different clinics. All clinics offer sick call from the hours of 0730-0830 Mon-Fri. On weekends, and/or in case of an emergency, the emergency room is open 24 hours a day. If there is a need for medical attention by a health care provider at any other time, call **1.866.299.4234** (TriWest) to make yourself and/or a family member an appointment.